

## **NOTES OF MEETING 07/30/2009**

SUBJECT: Rudeness Expressed Towards Fellow Office Staff

PRESENT: Janice Zanolli Joseph A. Peppe

On Thursday afternoon July 30, 2009, as I was walking towards my office after having washed my hands for lunch, Rita Lungelow, one of our office staff, summoned me towards the end of the hallway by the autoclave room. She explained to me that she was disturbed by a comment from a fellow office staff employee and wanted to talk to me regarding the issue. I asked her if it could wait until after I had lunch and she agreed.

I asked Rita to come into the office next door (Dr. Han's old office) and she started to inform me of the circumstance. She explained that all four office staff were present and that she and Janice Zanolli were engaged in a general conversation. The subject matter regarded clothing that Janice had worn the day before and was going to wash and return to the clothing store because they were too large. Rita stated that she thought this kind of behavior was nasty and disgusting. She also said she would tell her friends not to shop at this particular clothing store. At the end of the discussion Janice said to Rita "bite me". Rita was taken back by the comment, hesitated and was upset to the point that she can't recall if she responded to the remark.

Charlene Phillips:

I asked Charlene to come to the office since she was present to obtain her opinion of the matter. I basically recanted to Charlene what Rita had stated to me and she said that is what had occurred. She didn't believe that Rita responded to the comment. She also said that some things you can see coming but this remark caught her by surprise. She said it was totally unacceptable and not professional. She used the term "ugly" to describe the issue.

Jacqui Hankerson:

Jacqui stated she was shocked and that it was time to leave and rolled her chair back into her inner office. She does not believe that Rita responded to the language.

Janice Zanolli:

I informed Janice of the complaint regarding the incident that was lodged against her by Rita Lungelow. Janice stated that Rita had an attitude the entire day. She admitted to me that she did in fact say "bite me". She explained that Rita got pissed (her terminology)

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Continued:

and kept harping on Janice about the clothing being returned and it frustrated Janice that Rita did so. She said it was none of Rita's business what she did with the pants. Janice did not speak to Rita for the remainder of the day and hasn't said anything to her today. Janice said as we were finishing up that what she said was better than what she was thinking and could have repeated what she said to Arlete (an incident from earlier this year).

I informed Janice that she should be careful of her remarks and that she had already been written up and was already on probation for unbecoming behavior and language regarding her past incident in the cafeteria with Arlete.

PS: as we initially walked towards the office she asked if she was going to be suspended again for another day. I said let's discuss the issue before we jump to conclusions.

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